



5000 Diamondhead Circle  
Diamondhead, MS 39525-3260

Phone: 228.222.4626  
Fax: 228.222.4390

April 13, 2015

Mayor and City Council  
5000 Diamondhead Circle  
Diamondhead, MS 39525

Dear Mayor and Councilmembers:

RE: Hazard Mitigation Grant Program – Project #4081-0015

Attached is correspondence from FEMA authorizing the increase for the scope of work change to City Hall Hazard Mitigation Improvements Project. As the result, the project cost will increase \$77,003 (federal \$57,752 and local \$19,251) to include bid alternate 1-covered areas, alternate 3-replace entry doors and roof-top mechanical equipment tie downs.

Your approval and acceptance of the additional funding is requested in order to proceed with the revised scope of work. A change order to the contract with Vision Constructors, Inc. will be forthcoming for your approval.

Thank you for your consideration and approval.

Sincerely,

Clovis Reed  
City Manager

CR:jk

attachment

February 18, 2015



*Agenda Item 2015-004*  
**City of Diamondhead**

5000 Diamondhead Circle, Diamondhead, MS 39525-3260

Phone: (228) 222.4626

FAX: (228) 222.4390

[www.diamondhead.ms.gov](http://www.diamondhead.ms.gov)

February 11, 2015

Mayor and City Council  
5000 Diamondhead Circle  
Diamondhead, MS 39525

Re: Agenda Items 2015-004-Bids for Hazard Mitigation Grant Program 4081-15

Dear Mayor and Councilmembers:

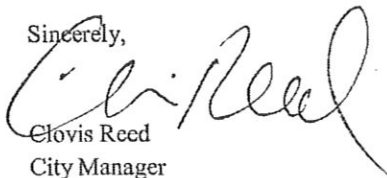
Subject to final grant approval from MEMA, it is my recommendation to include Alternate No. 1 in the amount of \$19,200 in addition to the base bid and Alternate No. 3 that were accepted January 20, 2015 for Mitigation Grant Program 4081-15 for upgrades and renovations to City Hall. The total revised contract with Vision Constructors, Inc. shall be \$515,100 and includes an anticipated change order amount to add hurricane strap tie downs to the roof top mechanical equipment.

Professional services provided by Eley Guild Hardy are fee based at 8% of the project. The revised grant award and scope of work for the Hazard Mitigation Project will increase the architect fees accordingly.

Provided we receive MEMA approval for the revised project, the total grant award would increase from \$491,941 to \$568,944 with a federal share \$426,708 and local share of \$142,236.

Thank you for your consideration and approval in this matter.

Sincerely,

  
Clovis Reed  
City Manager

CR:jk

**APPROVED BY COUNCIL**  
2/18/15  
DATE  
  
BY

U.S. Department of Homeland Security  
FEMA Region IV  
3003 Chamblee Tucker Road  
Atlanta, GA 30341



**FEMA**

March 9, 2015

Mr. Robert R Latham, Jr., Director  
Mississippi Emergency Management Agency  
Post Office Box 5644  
Pearl, Mississippi 39208

Attention: Ms. Jana Henderson

Reference: Hazard Mitigation Grant Program (HMGP) Project # 4081-0015,  
Diamondhead, City of: City Hall Wind Retrofit  
Scope of Work Change - Overrun Approval

Dear Mr. Latham:

This is in response to the Mississippi memorandum dated February 11, 2015 requesting an increase of \$77,003 in total cost and \$57,752 in federal share due to higher construction cost and to add roof top equipment tie downs to the approved scope of work for the City of Diamondhead City Hall Wind Retrofit project.

Since, in accordance with 44 CFR 13.30(c), the request includes acceptable justification for the modification and the project remains feasible, cost effective and in compliance with all other eligibility criteria, your request is hereby approved. This modification brings the overall total project cost to \$568,944 with a Federal Share of \$426,708. See table below for resulting funding amount.

	Total Cost	Fed Share(75%)	Non Fed
Original Funds	\$491,941	\$368,956	\$122,985
Add'l funds	\$77,003	\$57,752	\$19,251
New Total	\$568,944	\$426,708	\$142,236



City of Diamondhead

Budget Amendment Request

Fund Name: 14 Haz Mit  
 Department #: NON-DEPARTMENTAL  
 Department Name: NON-DEPARTMENTAL  
 Requested by: Kristin Ventura, City Clerk

Date: 4/28/2015  
 Budget Entry #: FY2015-150-000-2  
 Amendment #: FY2015-150-000-2

10% of Dept Budget

	Original Budget	Prior Amendments	This Amendment	Revised Budget
TOTAL REVENUE	\$ 348,458.50	\$ 20,497.50	\$ 57,752.00	\$ 426,708.00

EXPENDITURES:

Personnel Services	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-
Contractual Services	10,610.00	27,330.00	15,904.00	53,844.00
Grants/Subsidies/Allocations	-	-	-	-
Debt Service	-	-	-	-
CAPITAL OUTLAY	454,001.00	-	61,099.00	515,100.00
TOTAL EXPENDITURES	\$ 464,611.00	\$ 27,330.00	\$ 77,003.00	\$ 568,944.00
REVENUE OVER/(UNDER) EXPENDITURES	\$ (116,152.50)	\$ (6,832.50)	\$ (19,251.00)	\$ (142,236.00)

OTHER FINANCING SOURCES AND USES:

Admin Transfers In from Other Funds	\$ 116,152.50	\$ 6,832.50	\$ 19,251.00	\$ 142,236.00
Admin Transfers Out to Other Funds	-	-	-	-
	\$ -	\$ -	\$ -	\$ -

Description	Account for additional FEMA funding requested and approved to cover Alternates #1 and #3 of the Hazard Mitigation Improvements.
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Other	Total Cost	Federal Share (75%)	Non-Federal Match
Original Funds	\$ 491,941	\$ 368,956	\$ 122,985
Additional Funds	\$ 77,003	\$ 57,752	\$ 19,251
New Total	\$ 568,944	\$ 426,708	\$ 142,236

Source of Funds to cover Non-Federal Match:

8% Anticipated Increase in October Sales Tax - \$2,422  
 Anticipated Ad Valorem Tax Increase over FY15 Budget 331,023  
**Total Source of Fund to cover Non-Federal Match \$333,445**